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United Nations Children's Fund
Executive Board
Second regular session 2008
15-18 September 2008
Item 2 of the provisional agenda

Provisional annotated agenda, timetable and organization of work

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Provisional annotated agenda

1. **Opening of the session: statements by the President of the Executive Board and the Executive Director**

Organizational and procedural matters

2. **Adoption of the provisional annotated agenda, timetable and organization of work**
For action [*E/ICEF/2008/16*]

The provisional agenda has been drafted in consultation with the Bureau of the Executive Board based on the programme of work adopted by the Executive Board in 2007. The Executive Board will adopt the agenda for the session, making any amendments it considers necessary.

3. **Programme of work for Executive Board sessions in 2009**
For action [*E/ICEF/2008/17*]

The draft programme of work is based on the Executive Board decisions and on suggestions by the secretariat. It has been prepared in consultation with the Bureau of the Executive Board, and is presented to the Executive Board for discussion and approval. Once adopted, it serves as a framework for setting the agenda for 2009 Executive Board sessions, subject to decisions by the Executive Board and modifications introduced in consultation with the Bureau of the Executive Board.

Programme and policy matters

4. **Midterm review of the UNICEF medium-term strategic plan (MTSP) 2006-2009**
For action [*E/ICEF/2008/18, E/ICEF/2008/19 and E/ICEF/2008/25*]

The midterm review of the MTSP allows the secretariat and the Executive Board to assess progress made to date in the five focus areas and in the cross-cutting strategies and to make modifications to the MTSP based on the analysis of performance and the changing context for the work of UNICEF. The report will be accompanied by a set of revised annexes to the MTSP, consisting of results matrices, key performance indicators and the monitoring and evaluation framework. The Executive Board will also consider a proposal for extending the current MTSP by two years, to the end of 2011.

5. **Report on the implementation of the "Modified system for allocation of regular resources for programmes" approved by the Executive Board in 1997**
For action [*E/ICEF/2008/20*]

The secretariat has prepared this report further to decision 1997/18 (based on the discussion of document EICEF/1997/P/L.17), in which the Executive Board adopted the modified system for the allocation of general resources (now referred to as regular resources) available for programmes; and to decision 2003/13, requesting a periodic review of the modified system.

6. UNICEF programme cooperation

(a) Approval of revised country programme documents discussed at the annual session of 2008

For action

At the annual session of 2008, the Executive Board discussed five draft CPDs for full programme cycles (Benin, Republic of the Congo, Niger, Nigeria and the Sudan). The comments made were shared with the respective country offices and the draft country programme documents were revised as appropriate and posted on the UNICEF website within six weeks after the session. The Executive Board will approve the country programme documents on a no-objection basis unless at least five members have informed the secretariat in writing that they wish to bring a particular country programme to the Executive Board for further discussion.

(b) Draft country programme documents

For action

At this session, the Executive Board will consider a total of 10 country programme documents, including six for full programme cycles. These are presented to the Executive Board for discussion and comment, and for approval of the aggregate totals of estimated regular and other resources in the programme budget. Taking into account the comments made at this session, the draft documents will be revised and posted on the UNICEF Internet site within six weeks after the session. The revised country programme documents will be submitted to the Executive Board for approval on a no-objection basis at the first regular session of 2009 unless at least five members have informed the secretariat in writing, within six weeks of the posting of a document, of their wish to bring a particular country programme before the Executive Board.

The six draft country programme documents for full programme cycles are as follows:

Eastern and Southern Africa

- Angola (*E/ICEF/2008/P/L.18*)
- Kenya (*E/ICEF/2008/P/L.20*)

West and Central Africa

- Côte d'Ivoire (*E/ICEF/2008/P/L.21*)

Americas and the Caribbean

- Haiti (*E/ICEF/2008/P/L.23*)
- Bolivarian Republic of Venezuela (*E/ICEF/2008/P/L.24*)

East Asia and the Pacific

- Timor-Leste (*E/ICEF/2008/P/L.26*)

In addition, four short-duration country programme documents for one- or two-year programmes are presented to the Executive Board for approval at this session. These short-duration programmes are usually prepared to allow for the UNICEF programme cycle to be harmonized with the cycles of other agencies, or to allow time for finalization of the UNDAF. It is expected that the full country programmes

will be presented to the Executive Board in the year following the end of the country programmes. The short-duration country programme documents are as follows:

Eastern and Southern Africa

- Burundi (2009) (*E/ICEF/2008/P/L.19*)

West and Central Africa

- Mauritania (2009-2010) (*E/ICEF/2008/P/L.22*)

Central and Eastern Europe and the Commonwealth of Independent States

- Bosnia and Herzegovina (2009) (*E/ICEF/2008/P/L.25*)

Middle East and North Africa

- Lebanon (2009-2010) (*E/ICEF/2008/P/L.27*)

(c) Midterm reviews of country programmes
For discussion

These regional summaries of midterm reviews of ongoing country programmes specify, inter alia, the results achieved, lessons learned and the need for any adjustments in the country programmes. The Executive Board is requested to review the reports and to provide guidance to the secretariat, if necessary. The following four reports will be discussed at this session:

- Eastern and Southern Africa (*E/ICEF/2008/P/L.14*)
- Americas and the Caribbean (*E/ICEF/2008/P/L.15*)
- East Asia and the Pacific (*E/ICEF/2008/P/L.16*)
- Central and Eastern Europe and the Commonwealth of Independent States (*E/ICEF/2008/P/L.17*)

(d) Recommendation for approval of additional regular resources for approved country programmes
For action [*E/ICEF/2008/P/L.28*]

The Executive Board is requested to approve additional regular resources for approved country programmes to cover the programme period in accordance with revised planning levels for regular resources allocation.

7. UNICEF Innocenti Research Centre: progress report on the 2006-2008 programme of work and proposal for a one-year extension
For action [*E/ICEF/2008/23*]

The Executive Board adopted the 2006-2008 programme of work for the Innocenti Research Centre in Florence, Italy, at the second regular session of 2005. The Executive Board will review the progress achieved, and will also consider a proposal for a one-year extension of the programme of work.

8. **Recent meetings of the Joint United Nations Programme on HIV/AIDS (UNAIDS) Programme Coordinating Board: recommendations and decisions of relevance to UNICEF**
For discussion [*E/ICEF/2008/24*]

The current report focuses on the implementation of decisions from the twentieth and twenty-first meetings of the Joint United Nations Programme on HIV/AIDS (UNAIDS) Programme Coordinating Board, held in June and December 2007, respectively, as well as plans for follow-up on the decisions taken by the twenty-second Programme Coordinating Board meeting, held in April 2008.

Resource, financial and budgetary matters

This cluster of items on resource, financial and budgetary matters will include a verbal update on steps taken to harmonize and improve the methodology of results-based budgeting, including issues related to indicators, targets and cost classifications, in accordance with the Executive Board decision 2008/2 on the biennial support budget for 2008-2009.

In addition to the agenda items listed under resource, financial and budgetary matters, the Executive Board will have before it three additional documents for information based on past requests by the Executive Board to be kept informed. These documents will be discussed only if a specific request is made by one or more members of the Executive Board:

- Progress report on specific steps taken to implement the recommendations of the Board of Auditors on the UNICEF accounts for the biennium 2004-2005 [*E/ICEF/2008/AB/L.9*]
- Update on the adoption of International Public Sector Accounting Standards [*E/ICEF/2008/AB/L.10*]
- Report on funds allocated from regular resources to cover overexpenditures for completed projects financed from other resources [*E/ICEF/2008/AB/L.4*]

9. **Medium-term strategic plan: planned financial estimates for 2008-2011**
For action [*E/ICEF/2008/AB/L.5*]

Further to Executive Board decision 2000/3, a medium-term financial plan is presented with the UNICEF medium-term strategic plan, and the estimates on which the financial plan is based are reviewed and revised annually. This report contains the planned financial estimates for the period 2008-2011, which provide a basis for determining the level of regular resources programme submissions for approval in 2009. It is presented to the Executive Board for approval.

10. **Additional United Nations-mandated security measures required for UNICEF personnel and premises**
For action [*E/ICEF/2008/AB/L.8*]

The costs associated with meeting United Nations-mandated security costs during the 2008-2009 biennium were addressed as part of the UNICEF biennial support budget for 2008-2009. This document presents additional UNICEF-specific costs

within the overall United Nations security costs. The Executive Board is requested to approve these additional costs.

11. Thematic funding as a financial instrument in support of the UNICEF medium-term strategic plan

For discussion [*E/ICEF/2008/22*]

This report is a follow-up to the report on thematic funding in the context of the medium-term strategic plan, which was discussed at the first regular session of 2006.

12. Private Sector Division: financial reports and statements for the year ended 31 December 2007

For discussion [*E/ICEF/2008/AB/L.6*]

This report is presented annually to the Executive Board for review and comment.

Evaluation and audit matters

13. Report on the evaluation function and findings and recommendations of major evaluations

For discussion [*E/ICEF/2008/21*]

This report was prepared in response to Executive Board decision 2008/4, which requested UNICEF to report annually to the Executive Board on the evaluation function and evaluation findings and recommendations.

14. Internal audit activities

For discussion [*E/ICEF/2008/AB/L.7*]

The annual report of the Director of Internal Audit covers the activities of the Office of Internal Audit in 2007 and is presented to the Executive Board for discussion. The Executive Board will also have before it, for information, the response by management to the key and recurring issues identified in the annual report, including an explanation of recommendations that have remained open for 18 months or more, as necessary, as requested by the Executive Board in decisions 2006/18 and 2007/17.

Other matters and closing statements

15. Other matters

The Executive Board may consider discussing any other issues that it finds appropriate under this agenda item.

16. Adoption of draft decisions

17. Closing statements by the Executive Director and the President of the Executive Board

Provisional timetable and organization of work for the 2008 second regular session of UNICEF Executive Board 15-18 September 2008*

Monday 15 September	a.m. 10:00- 1:00	*Item 1*	Opening of the session: statements by the President of the Executive Board and the Executive Director
		Item 2	Adoption of the provisional annotated agenda, timetable and organization of work
		Item 4	Midterm review of the UNICEF medium-term strategic plan 2006-2009
	p.m. 3:00- 5:00	*Item 4 (cont'd)*	Midterm review of the UNICEF medium-term strategic plan 2006-2009
		Item 5	Report on the implementation of the "Modified system for allocation of regular resources for programmes" approved by the Executive Board in 1997
	5:00- 6:00		*Informal consultations*
Tuesday 16 September	a.m. 10:00- 1:00	*Item 6*	UNICEF programme cooperation (a) Approval of revised country programme documents discussed at the 2008 annual session (b) Draft country programme documents (c) Midterm reviews of country programmes (d) Recommendation for approval of additional regular resources for approved country programmes
	p.m. 3:00- 5:00	*Item 13*	Report on the evaluation function and findings and recommendations of major evaluations
		Item 7	UNICEF Innocenti Research Centre: progress report on the 2006-2008 programme of work and proposal for a one-year extension
	5:00- 6:00		*Informal consultations*

* When consideration of an agenda item concludes ahead of the allocated time, the next item will be taken up for consideration and the timetable adjusted accordingly.

Wednesday 17 September	a.m. 10:00-1:00	*Item 14*	Internal audit
		Item 9	Medium-term strategic plan: planned financial estimates for 2008-2011
		Item 10	Additional United Nations-mandated security measures required for UNICEF personnel and premises
		Item 12	Private Sector Division: financial reports and statements for the year ended 31 December 2007
	p.m. 3:00-5:00		Special focus session on policy advocacy and partnerships for children's rights
	5:00-6:00		*Informal consultations*
Thursday 18 September	a.m. 10:00-1:00	*Item 11*	Thematic funding as a financial instrument in support of the UNICEF medium-term strategic plan
		Item 8	Recent meetings of the Joint United Nations Programme on HIV/AIDS (UNAIDS) Programme Coordinating Board: recommendations and decisions of relevance to UNICEF
		Item 3	Programme of work for Executive Board sessions in 2009
	p.m. 3:00-6:00	*Item 15*	Other matters
		Item 16	Adoption of draft decisions
		Item 17	Closing statements by the Executive Director and the President of the Executive Board

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Item 3 of the provisional agenda*

Proposed programme of work for Executive Board sessions in 2009

The attached programme of work for the 2009 Executive Board has been prepared by the secretariat in consultation with the Bureau of the Executive Board, based on statutory requirements, requests arising form specific decisions or discussions by the Executive Board, or proposals by the secretariat.

It is recommended that the Executive Board adopt the programme of work for Executive Board sessions in 2009, as a flexible framework, subject to revisions as appropriate in the course of the year.

* E/ICEF/2008/16.

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UNICEF EXECUTIVE BOARD

Proposed programme of work for Executive Board sessions in 2009

First regular session 4-6 February 2009	Annual session Week of 8 June 2009	Second regular session Week of 14 September 2009
Organizational and procedural matters Election of the President and Vice-Presidents of the Executive Board (A)	**Organizational and procedural matters**	**Organizational and procedural matters** Programme of work for Executive Board in 2010 (A)
Programme and policy matters Annual report to the Economic and Social Council* (D) Gender policy implementation in UNICEF (D) Accountability framework (D)	**Programme and policy matters** Annual Report of the Executive Director: progress and achievements against the medium-term strategic plan (D) Programme cooperation: ▪ draft country programme documents (A) Strategic framework for collaborative relationships and partnerships (D) Draft UNICEF medium-term strategic plan 2010-2013** (D)	**Programme and policy matters** Programme cooperation: ▪ adoption of revised country programme documents (A) ▪ midterm reviews of country programmes (D) UNICEF medium-term strategic plan 2010-2013** (A)
Evaluation and audit matters	**Evaluation and audit matters**	**Evaluation and audit matters** Report on the evaluation function and major evaluations, including review of the evaluation policy (D) Annual report on internal audit activities (D)

First regular session 4-6 February 2009	Annual session Week of 8 June 2009	Second regular session Week of 14 September 2009
Resource, financial and budgetary matters Private fundraising: 2009 work plan and proposed budget (D) UNICEF financial report and audited financial statements for the end of the biennium 2006-2007 and the report of the Board of Auditors (I) Pledging event	**Resource, financial and budgetary matters**	**Resource, financial and budgetary matters** Biennial support budget 2010-2011 (A) Report on the harmonization of cost recovery (D)*** Private fundraising: financial report and financial statements for the year ended 31 December 2008 (I) Interim financial reports and statements for the first year of the biennium 2008-2009
Other matters Update on key improvement initiatives (I)	**Other matters** Address by the President of the UNICEF Global Staff Association Reports of the field visits of the Executive Board (I)	**Other matters**

* The relevant reports of the Joint Inspection Unit (JIU) will also be considered under this agenda item.

** This item may not be included, depending on the decision of the Executive Board on possible extension of the UNICEF medium-term strategic plan 2006-2009.

*** Timing of this item depends on progress made within the High Level Committee on Management.

The Executive Board considers three types of agenda items:

For action (A): The Executive Board is expected to discuss and to take a decision under the agenda item. The secretariat prepares advance documentation and a draft decision for consideration by the Executive Board.

For discussion (D): The Executive Board is expected to discuss the report prepared by the secretariat. The secretariat does not prepare a draft decision, but the Executive Board may decide to take a decision under the agenda item.

For information (I): The secretariat prepares advance documentation in advance of the session for review by the Executive Board. The documentation will not be introduced or discussed, unless such action is specifically requested by one or more members of the Executive Board.